

EEOC TRAINING INSTITUTE
Bloomington, Illinois Technical Assistance Program Seminar Agenda
September 16, 2004

Agenda Highlights: Our program offers valuable information for seasoned HR professionals, for supervisors and managers and for those new to Human Resources. Look and see what we are offering and you will find there is much that will meet your EEO training needs.

Thursday, September 16, 2004

8:00 - 9:00 a.m. **Registration**

9:00 - 9:15 a.m. **Welcome**

9:15 - 10:30 a.m. **Recent Developments in EEO Law**

John C. Hendrickson, Chicago District Office Regional Attorney will discuss recent developments in federal anti-discrimination laws, including issues of harassment, benefits, retaliation and disability. Be kept up-to-date on the most recent legal decisions which may impact your bottom line and how you do business.

10:30 - 10:45 a.m. **Refreshment Break**

10:45 - 12:00 p.m. **Americans with Disabilities Act: Reasonable Accommodation and Undue Hardship**

More than ten years after its enactment, employers still struggle to understand and implement the ADA's reasonable accommodations requirements. Panelists will discuss how to handle requests for reasonable accommodations and provide practical tips for implementing the ADA in your workplace.

12:00 - 1:15 p.m. **Conference Luncheon**

1:15 - 2:30 p.m. **The Mediation Alternative: Resolving EEO Complaints Quickly**

Learn why more and more companies are choosing to resolve charges through the EEOC's alternative dispute resolution program. EEOC mediators and employers who have successfully resolved charges through the EEOC's program will discuss what to expect when you opt to mediate and how to maximize your mediation experience.

2:30 - 2:45 p.m. **Refreshment Break**

2:45 - 4:00 p.m. **Preventing/Eliminating Sexual Harassment: Management's Responsibilities**

Sexual harassment continues to be a high profile issue that plagues many employers. Learn how to prevent harassment before it happens and promptly and effectively respond when it occurs.